

THAMES VALLEY & WESSEX NEONATAL OPERATIONAL DELIVERY NETWORK

Thames Valley & Wessex Neonatal ODN Clinical Governance Forum

Terms of Reference

1.0 Context

The Thames Valley & Wessex (TVW) Neonatal Operational Delivery Network (ODN) supports the commissioning and provision of high quality, effective and affordable clinical care with equity of access across a managed clinical network.

The TVW Neonatal ODN Clinical Governance Forum will provide leadership and consensus for the Network, in developing and supporting high quality services across Thames Valley & Wessex and to include networked services in Milton Keynes, South Wiltshire, Dorset and West Sussex.

The TVW Neonatal ODN acts as a facilitator within a collaborative model where the commissioners remain accountable for commissioning of neonatal services and providers for the delivery of neonatal services. The TVW Neonatal ODN will ensure that the whole system works together to optimise high quality patient experience by bringing together patients, commissioners, providers and other stakeholders in the design and delivery of consistent high-quality services.

The TVW Neonatal ODN reports to the NHSE South Regional Neonatal Network Group through the Network Manager and Network Clinical Leads.

2.0 Purpose of the Thames Valley & Wessex Neonatal ODN Clinical Governance Forum

2.1 The TVW Neonatal ODN Clinical Governance Forum will ensure that neonatal ODN progress of the work plan is made by facilitating support and consensus of the providers and other stakeholders within the network footprint, to deliver Network objectives. Risk and safety issues relevant to the network will be reviewed with onward cascade to NHSE South East Commissioning where required. The forum will also provide a monitoring and review role in the ratification of Network clinical pathways, clinical policies, workforce action plans, clinical guidelines and oversight of mortality and safety issues

2.2 The TVW Neonatal ODN Clinical Governance Forum will be responsible to NHSE South East Region Specialised Commissioning via the ODN Manager.

3.0 Objectives of the Thames Valley & Wessex Neonatal ODN Governance Forum

3.1 The TVW Neonatal ODN Clinical Governance Forum will support and advise the Network Manager and Network Clinical Leads in delivering Network objectives and the ODN annual work plan.

- 3.2 The TVW Neonatal ODN Clinical Governance Forum will ensure that the ODN is operating within the responsibilities set out in their 'Governance Framework'.
- 3.3 The TVW Neonatal ODN Clinical Governance Forum will have the authority to validate or ratify 'Network' clinical policies, guidelines and clinical pathways or provide consensus of agreements received from the Network.
- 3.4 The TVW Neonatal ODN Clinical Governance Forum will receive items escalated by the unit leads, Network Manager or other members of the ODN Management Team and offer resolution, advice or agree actions.
- 3.5 The TVW Neonatal ODN Clinical Governance Forum will ensure risk and safety issues relevant to the Network are reviewed and escalated to the relevant body where appropriate.

4.0 Chair & Meeting arrangements

- 4.1 The TVW Neonatal ODN's Medical Leads or nominated deputy will chair the TVW Neonatal ODN Clinical Governance Forum.
- 4.2 The TVW Neonatal ODN Clinical Governance Forum will be a virtual group, meeting quarterly or as necessary via MS Teams. The Chair has the right to call a 'face to face' meeting should a specific situation determine and/or 'ad hoc' virtual meetings when required to ratify clinical documents or offer timely resolution. These will be called by the Clinical Lead, Quality Safety Lead or Network Manager if deemed necessary.
- 4.3 Ratification of Network documents will require approval by two thirds of the TVW Neonatal ODN Clinical Governance Forum membership, which must include the Network Medical Leads and the Network Manager.

5.0 Thames Valley & Wessex Neonatal ODN Clinical Governance Forum Membership

Membership must reflect representation from all Neonatal units across the TVW Neonatal ODN. If membership of the appointments listed below does not reflect this, additional Neonatal Consultants(s) will be invited to join by the Chair.

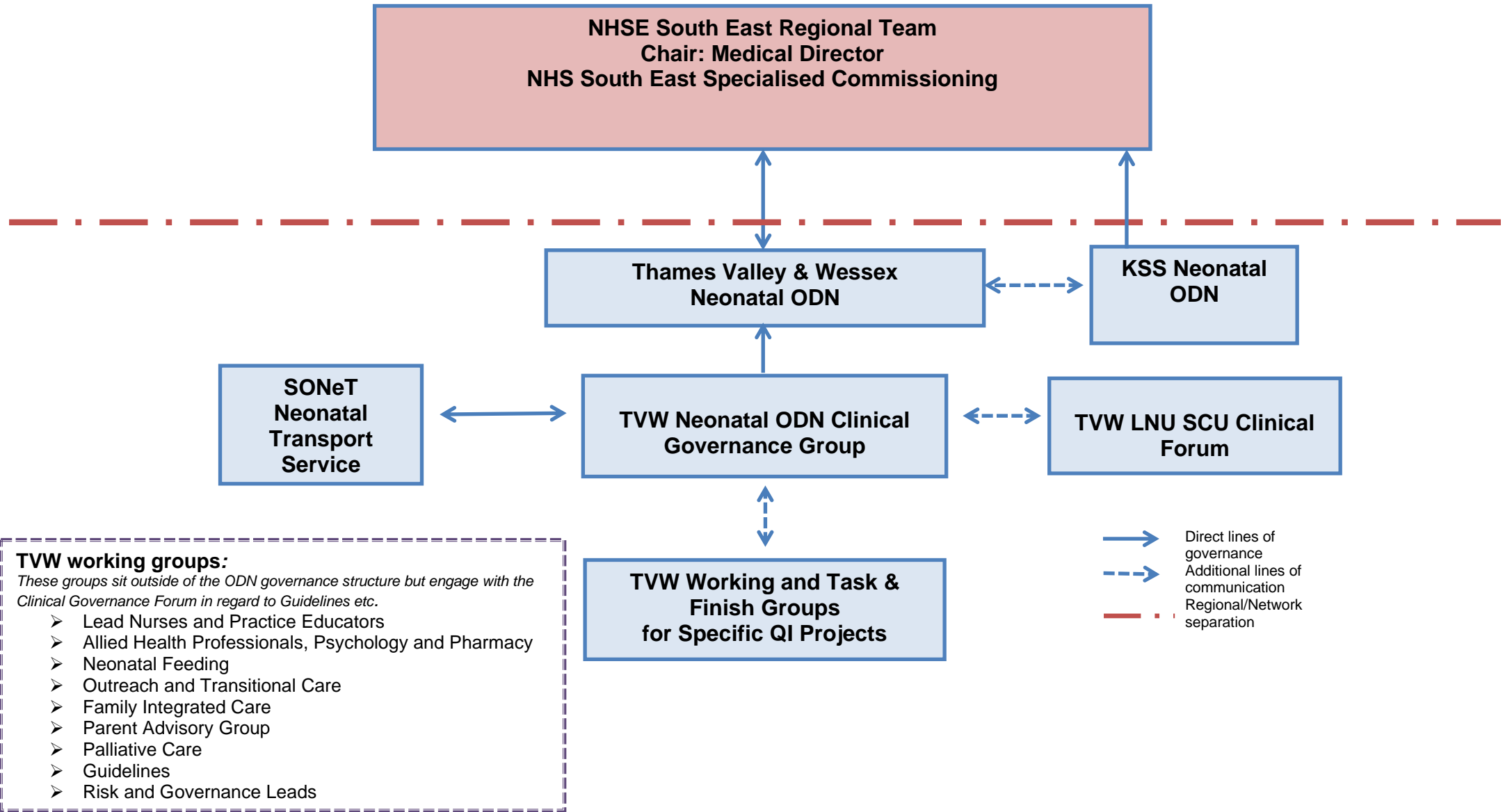
- TVW Neonatal ODN Medical leads – Joint Chairs
- TVW Neonatal ODN Quality and Safety Lead
- TVW Unit Clinical Leads
- TVW Unit Lead Nurses & Practice Educators
- TVW Neonatal ODN Manager
- TVW Neonatal ODN Education Lead(s)
- TVW Neonatal ODN Data Analyst
- TVW Neonatal ODN Lead Nurse

The forum is also open to representatives from the following:

- TVW Unit ANNPs
- LMNS Patient Safety Leads and Project Leads
- TVW Unit Neonatal Safety Champions
- TVW Unit Risk Governance Leads
- TVW Maternity and Neonatal Governance leads
- Southampton Oxford Neonatal Transport (SONeT) team

- TVW region Local Maternity and Neonatal Systems (LMNS)
- TVW Neonatal ODN Management team
- TVW Neonatal ODN Allied Health Professional, Psychology and Pharmacy Leads
- Parent Representative (TVW Neonatal ODN Parent and Family Engagement Lead / Parent Advisory Group (PAG) lead)

Thames Valley and Wessex Neonatal ODN Governance Structure



Version	Date	Details	Author(s)	Comments
1	08.05.2015	Ratified	TG	
2	01.10.2017	Draft following review and update for ratification	JS/EA/VP	Ratified pending minor changes for review 12 months
3	Oct 2018	Reviewed and updated	GO	Ratified
4	May 2025	Reviewed and updated	CR/KE/VP/EA	Ratified June 2025
Review date:	June 2028			